

TRIPURA GAZETTE



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**PART--I-- Orders and Notifications by the Government of Tripura,
The High Court, Government Treasury etc.**

**GOVERNMENT OF TRIPURA
DEPARTMENT OF INDUSTRIES & COMMERCE
KHEJURBAGAN, AGARTALA**

No.F.DI/TIDA/3(40)/2024/8,970-99

Dated, Agartala, the 27th June, 2024.

NOTIFICATION

To promote investment in Tripura, the Governor of Tripura is pleased to constitute the "Investment Promotion Agency of Tripura (IPAT)" as the sole point of contact for the purpose of setting up a business and for promotion of investments in Tripura and to inter alia carry out the objectives of implementation of various policies declared from time to time, for development of industries in the State.

A. MANDATE OF THE AGENCY: -

- Be the first point of reference for interested investors in the state of Tripura;
- To promote Tripura as a world-class investment destination in India and abroad;
- To facilitate investments from evaluation stage to implementation to after-care;
- Provide policy inputs to the State government for improving ease of doing business and increasing business environment

B. CONSTITUTION OF THE AGENCY:

The Investment Promotion Agency of Tripura (IPAT) shall have a Governing Body and an Executive Committee headed by a Chief Executive Officer to discharge its functions as elaborated herein under:

1. Composition of the Governing Body of the Investment Promotion Agency of Tripura (IPAT):

The Composition and functions are as follows:

(i)	Chairman	Chief Minister, Tripura
(ii)	Vice Chairman	Minister (I&C)
(iii)	Member	Chief Secretary, Tripura
(iv)	Member	Secretary-in-Charge, Planning Department
(v)	Member	Secretary-in-Charge, Finance Department
(vi)	Member	Secretary-in-Charge, Revenue Department
(vii)	Member	Secretary-in-Charge, Power Department
(viii)	Member Secretary	CEO, Investment Promotion Agency of Tripura (IPAT) - Secretary, Industries & Commerce

The IPAT may co-opt for any other member/ Special Invitee

1.1 Functions of Governing body of IPAT:

- It shall be the apex body for all matters relating to the Investment in Tripura.
- It shall be responsible for approving the regulations and procedures of the Investment Promotion Agency of Tripura (IPAT) and allocating such functions to the CEO and Team
- It shall be responsible for creation, sanction, abolition and re-designation of posts required for effective functioning of the IPAT.
- It shall approve the annual budget, accounts and reports including the audit reports of IPAT.

1.2 Powers of the Governing body of IPAT:

- a) The IPAT may give directions to any Government Agency or Local Authority or other authority or person with regard to implementation of any project under the Act or carrying out its functions under prevailing act and such Government Agency or other Authority or person shall be bound to comply with such direction.
- b) The IPAT shall have power to call upon any Government Agency, Local Authority or any other body or authority or person to furnish information, details, documents and particulars as may be required by the agency in connection with or in relation to any project, which such Government Agency, Local Authority or body or authority or person shall furnish to the IPAT without any delay or default.
- c) The IPAT shall have power to inspect, visit, review and monitor any project and its implementation, execution, operation and management through its official or officials and the person in charge of the project shall be bound to give full cooperation to the IPAT
- d) The IPAT shall have all the powers including incidental and ancillary powers to perform, carry out, undertake any functions to promote and facilitate investment opportunities in the State.

2. Composition of the Executive Committee of the Investment Promotion Agency of Tripura (IPAT):

(i)	CEO – IPAT	Secretary in-charge, Industries & Commerce
(ii)	Executive Director	Director, Industries & Commerce
(iii)	Member	Additional PCCF, Forest Dept.
(iv)	Member	Additional Secretary, Finance Department
(v)	Member	Director Planning Department, Tripura
(vi)	Member	Director Tourism
(vii)	Member	Director, Health & Family Welfare
(viii)	Member	Director, Agriculture Dept.
(ix)	Member	Director, Higher Education Dept
(x)	Member	Director, IT

The following 3 sub wings of the IPAT will function as per direction of the IPAT:

- a) **Investment & Innovation wing/Investors Facilitation Cell** - Investment Facilitation and Promotion, Innovation/Incubation, EODB, Export facilitation, External Engagements, Policy Research
- b) **Administration** - Accounts, HR & Admin, Finance
- c) **Professional Services** - Financial consultant, Development consultant, Legal consultant, Branding, outreach and communications consultant
- d) The Secretariat service to the IPAT to be provided by a dedicated team/Investors Facilitation Cell comprising of officers drawn from various Departments and experts / assistants to be appointed on tenure basis to assist the office of the CEO.
- e) Also, as per requirement Consultant team, professional agency and experts to be hired to facilitate the functioning of the IPAT in fulfilling its mandate.

2.1 Terms and References of Executive Committee of IPAT:

- a) To develop an investor friendly environment in the state and identify potential sectors of growth.
- b) To engage with the Potential Investors and agencies through various forums and facilitate the provision of necessary information & support for the Investment in the state and facilitate land allotment, resolve investment-related issues faced by Investors in Tripura and timely clearance of all approvals, permissions, NOCs etc.
- c) To Coordinate State Departments & agencies with a view to promote investment and business growth in the State by facilitating and addressing of infrastructure challenges, simplification and reduction of regulatory hurdles & improvement of the ease of doing Business in the state.
- d) To identify the potential areas for investment in the State and establish a network with various funding agencies.
- e) Undertake extensive stakeholder consultations regularly to understand issues faced by industry/ Businesses
- f) To support analysis and feasibility studies for investment and to act as a single window system to facilitate speedy clearance of Investment proposals.
- g) To review, evaluate and approve the investment proposals & the modalities of land use, subsidies, incentives etc. applicable on a case-to-case basis.
- h) To facilitate introduction of different Policies those are required to facilitate investment promotion and implementation.
- i) To develop Action Plan for investment in Tripura including the Investment framework for Tripura that will anchor the strategy of Tripura in different Road shows, Round Tables, Summits, Conferences etc. to attract investments and the Budget for the participation in such programs.
- j) To participate in different Road shows, Round Tables, Summits, Conferences etc. to attract Investments as required.
- k) Any other task assigned by the Governing Body of IPAT.

2.2 Constitution and working procedure of Investors Facilitation Cell

The Investor Facilitation Cell will work under the overall supervision and guidance of Director, Industries & Commerce. Technically qualified officers will provide the following Information to the entrepreneurs for setting up of industrial ventures in the State:

- a) Elaborate on Project ideas. Feasibility guidance/ study
- b) Providing information on availability of local resources, human resources, list of existing anchor units, mega/large industries which will be useful for ancillary units to come up
- c) Provide information regarding Industrial Plots Availability, activity specific approvals required with applicable fees
- d) Infrastructural facilities resources of raw materials
- e) Assist in financial closure by interacting with financial institutions
- f) Inform the Policies of State and Central Governments
- g) Inform the investor about SWAAGAT- single window system and provide information regarding activity specific approvals required and applicable fees – Assist the investor till the unit is grounded
- h) Preparation of publicity material for supporting to market State as an attractive and investment friendly state

- i) Guiding entrepreneurs in filing online application for various services of Industries Department
- j) Offer helpline services for investors such as handling queries regarding the application and approval process, query recording and ticketing and resolving the issues within 3 days.
- k) Offer help line services over phone.

2.3 Investors Facilitation Cell - Query Recording and Handling Mechanism

One of the major functions of the Investor Facilitation cell will be to receive, document, analyse and respond to queries from various current and prospective Investors in the State. The complete process for Query recording and handling is described below:

2.3.1 Query Recording

An Investor may choose to submit queries to the Investor Facilitation Cell through any of the following methods:

- a. Through SWAAGAT portal using the Investor Services - New Query Module
- b. Through calling the SWAAGAT Helpline numbers
- c. Through SWAAGAT helpline email

The Investor will use any of the methods stated above and submit the query to the Investor Facilitation Cell.

- The investor while submitting the query must also submit or state the following details through the email or on the call
 - o Name
 - o District
 - o Email Address
 - o Phone number
 - o Description of the query
 - o Upload document (if applicable)
 - o SWAAGAT reference number (if applicable/available)
- For queries submitted through calls, the call will be received by a member of the Investor Facilitation Cell, who must in turn ask and enter the required details into the SWAAGAT portal

2.3.2 Query Handling

- The submitted query will be shown as an open query on the Dashboard of the SWAAGAT portal admin.
- The officer must respond to the query within 15 days of the submission of complete query
- For queries through call, the response must be provided immediately by the designated officer over the phone itself. However, if they are not able to provide the response, the query must be entered into the portal and the officer must respond to the query within 3 days through call only.
- If the query response is not provided within 15 days of submission of complete query, the same must be escalated to the Director, Industries. Appropriate action will be taken against the delay

**Time limits for Query Recording and Response:
For a complete submitted Query: 15 days**

2.4 Relationship Managers: Further to enhance the investor experience by providing timely, efficient, and expert assistance, the following officials will provide support to the investors, effectively address their queries, and efficiently resolve any grievances pertaining to the following sectors so as to grow investor confidence. The contact information is available in website.

SI	Sector/Area	Name of official
1.	Incentives	Shri Debabrata Sengupta, Deputy Director
2.	MSME/ Food Processing	Shri S. Debbarma, Joint Director, I&C
3.	Logistics/Bamboo/ Education	Shri Anumoy Debbarma, Deputy Director
4.	Export/Import	Shri Swapan Mitra, General Manager, I&C
5.	Land allotment	Shri Sujib Das, Manager, TIDC
6.	Tea	Shri Moulik Majumder, Joint Director, I&C
7.	IT	Shri Debashish Das, General Manager, I&C
8.	Rubber	Shri Partha Sarathi Singha, Assistant Director
9.	Any other sectors	Shri Rajesh Debbarma, General Manager, DIC West

This notification shall come into force from the date of its publication in the Official Gazette.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TRIPURA)

Signed by

Reena Debbarma

Date: 25-06-2024 15:23:34

(Reena Debbarma)

Under Secretary to the
Government of Tripura